

Regular Meeting, Ethan Town Board, 4-12-10

The Town of Ethan board met in regular session on April 12, 2010 at the Town Hall at 7:00 pm. Members present were Nancy Schoenfelder, Robert Fitzgerald, Josh Franks and Chad McGuire. City personnel present were Sonya Hesper and Brett Scott. Others present were Gallus Thill, Kim Sinkie, John Hart, Roger Pollreisz, Jason Raymond, Doug Feiner, Amy Hanselman, Pat Puepke, Danelle Miiller, Mark Endres, Dan Pollreisz, Joe Long, and Dale Meinke.

Chairman Schoenfelder called the meeting to order and led the pledge of allegiance.
All motions were unanimously voted as aye unless stated otherwise.

Motion Franks, second McGuire to approve the agenda.

APPROVAL OF MINUTES

Motion Fitzgerald, second Franks to approve the minutes from the March 8, 2010 regular meeting, March 15, 2010 Board of Equalization meeting and special meeting.

APPROVAL OF CLAIMS

Motion McGuire, second Fitzgerald to approve the claims as presented.

GENERAL FUND		
Brett Scott	salary for April 1 paycheck	\$1,407.18
Josh Franks	wages	\$83.11
Nancy Schoenfelder	wages	\$83.11
Robert Fitzgerald	wages	\$83.11
Sonya Hesper	wages	\$622.26
Aflac	employee insurance	\$77.06
Agland Coop	fuel	\$74.56
BPI	supplies	\$365.72
Campbell Supply	supplies	\$97.47
Daily Republic	publishing	\$507.60
Farmers State Bank	payroll taxes	\$389.68
Menards	supplies	\$36.20
NorthWestern Energy	street lights \$384.30; shop \$76.88	\$461.18
Petty Cash	postage & supplies	\$32.57
RBS WorldPay	credit card machine & usage charges	\$91.61
Santel	telephone	\$95.05
SD Dept of Revenue	interest on sales tax	\$511.53
SD Retirement	retirement	\$257.04
Sonya Hesper	mileage	\$10.40
Tractor Supply Company	supplies	\$117.97
UMB Card Services	supplies	\$41.84
USDA – RD	loan payment	\$654.72
Weber Sanitation	garbage service	\$1,250.00
SEWER FUND		
Brett Scott	salary for April 1 paycheck	\$469.06
Sonya Hesper	wages	\$207.43
Aflac	employee insurance	\$25.68
Farmers State Bank	payroll tax	\$123.02
Maxwell & Bowar	insurance for generator	\$374.00
NorthWestern Energy	utilities	\$59.33
Petty Cash	postage	\$46.50
RBS WorldPay	credit card machine & usage charges	\$92.24
Santel	telephone	\$30.44
SD Department of Revenue	testing	\$315.00
SD Retirement	retirement	\$85.68
UMB Card Services	postage & supplies	\$110.58
USDA – RD	loan payment	\$368.28
WATER FUND		
Brett Scott	salary for April 1 paycheck	\$469.06
Sonya Hesper	wages	\$207.43
Aflac	employee insurance	\$25.68
Farmers State Bank	payroll tax	\$123.02
Hanson Rural Water	bulk water	\$2,490.20
NorthWestern Energy	utilities	\$74.92
Petty Cash	postage & supplies	\$6.32
RBS WorldPay	credit card machine & usage charges	\$93.36
SD Dept of Revenue	water testing	\$12.00
SD Retirement	retirement	\$85.68
USDA – RD	loan payment	\$368.27

OLD BUSINESS

Three options were reviewed from SPN for the drainage project at 3rd & Ash. Kim Sinkie asked if an excavation company had been contacted to get cost estimates. At this time none had been. This will be tabled to the special meeting on Friday, April 16, 2010 when SPN can go into more detail and answer questions.

Scott had asked three plumbers for prices on a drinking fountain at the city park. At the time of the meeting only one company had responded. Some of the members of the park board were present so they were asked if they would possibly help pay for a portion of the fountain. Their response was that they could probably pay for the labor if the city paid for the fountain but they would like to see prices from other places first. They also requested a quality fountain. Scott also informed the board that the bathrooms at the park are now open for the summer.

The city-wide clean-up date has been set for Saturday, May 8 with a rain date of Saturday, May 22. More information will be advertised around town for what items will be accepted.

SPN had sent an email with the three options they have developed for the possible discharge locations at the lagoon. After some review & discussion the board liked option 2 the best. They decided that they will wait until SPN Engineers are present at the meeting on April 16 to have more questions answered. Scott gave an update about the lagoon. The generator is now connected. He recommends doing the tv inspection. There are 5 musk rat mounds at the lagoon. The State Trapper said we can get a year round permit and recommended getting someone that traps regularly and to change the ordinance to allow a trapper to come in.

A floor plan for the proposed city office and shop was presented. Dan Boehmer from Ethan Coop Lumber met with a committee to get ideas of what is needed for the new building. He drew up different ideas and dropped them off. A revision to one of the ideas was made that the board and employees all agreed on. This plan will be taken back to the lumberyard to get a rough idea on cost. If it comes in too high it will be scaled down. Once a final plan is agreed on it will be advertised for bids. Anyone wishing to see this floor plan can stop in the office during business hours.

NEW BUSINESS

Members of the Park Board were present to ask more questions on transferring their checking account to the city. The money they have would only be able to be used for park projects and not be used by the city for general, sewer or water fund payments. They would get a financial statement of their fund as often as they would like. A budget would have to be set up & added to the city's budget and approved by the town board. It was asked if the park board could have a credit card or a petty cash account to pay for little items instead of being reimbursed. They will meet as a park board to make their final decision and then let the town board know of their decision.

An emergency notification process was talked about. There used to be an emergency procedure set in place but the information is outdated and can't be found. A new procedure will be developed. Once this is done the information will be passed on to the public so they are aware of what to do in an emergency.

The Ethan wastewater treatment facility has been awarded the **2009 Excellent Operation and Maintenance Award**. This award is given to systems recognized as having outstanding wastewater system operations and compliance with its Surface Water Discharge permit.

The board reviewed and approved a building permit submitted by Scott Kirchhevel for a garage and Gallus & Marilyn Thill for a temporary storage shed.

Motion McGuire, second Fitzgerald to pass the first reading of ordinance revision Section 5.2.3 Classification and Fees. This ordinance refers to the classifications and fees for on and off-sale licenses for malt beverages and liquor. The state has changed the rates as of July 2009. The change is to reflect the new rates adopted by the state.

Four topics regarding streets were talked about. Scott informed the board that a price quote was received for repairing 6th & Ash Streets where the pavement has buckled. Another quote will be received this week so this will be tabled until the April 16th meeting. The second topic was regarding trucks parking on the streets. Scott commented as an example, when the garbage truck picks up garbage they should stay on the road and not park along the curb. He suggested having residents place their garbage cans curbside so the truck didn't have to back up so far to get the garbage. This would help alleviate some of the problem. The third topic was about chip sealing. If we are going to start chip sealing we will need to get quotes soon. How much the town can do this year will depend on the cost of repairs on 6th & Ash. The fourth topic was about a culvert at Patty Reif's residence.

A board member asked about paying off or paying down the water loan. Hespe replied that even though the interest is low, it is a good idea but would recommend waiting until the end of the year to see where the budget is.

REPORTS

Scott talked to the board about mosquito control. There is a lot of water around & it is predicted that it will be another wet summer. The dump will now be open for the summer starting Thursday, April 15. It will be open on Monday & Thursday's from 5:00 to 7:00 PM. Work began April 12th on the new water tower. Scott ordered new water meters to have on hand while he is reading meters this month. There are some meters that didn't get replaced a few years ago when most locations did. The rip rap at 5th & Elm Street is no longer serving a purpose because it is covered in dirt. He would like to move it down by the lumberyard and elevator where it is needed.

Hespe gave the sheriffs report to the board. The board was reminded about the elected officials workshop coming up on April 24th in Pierre. There is a Code Enforcement meeting in Oacoma May 5th & 6th. This would be good for board members & employees to attend. The pay for the election workers was mentioned. Currently the workers receive \$100 each. With the pre-election meeting and the hours worked the day of the election this means they are paid less than minimum wage. Hespe asked the board to increase the pay to \$125 for each worker. This would also have to be approved by the school board since they pay half when there is a joint election. The board approved payment for the registration fee and mileage for Hespe to attend the Finance Officer school in Mitchell in June.

There will be a special meeting on Friday, April 16 at 5:30 pm. The next regular board meeting is Monday, May 10, 2010 at 7:00 PM.

Schoenfelder turned the meeting over to vice-chairman Franks and dismissed herself from the meeting.

Motion McGuire, second Fitzgerald to go into executive session for personnel at 10:37 PM.

Motion McGuire, second Fitzgerald to come out of executive session at 11:07 PM.

Motion Fitzgerald, second Franks to give Brett Scott a 4% wage increase effective retro-actively to his 1-year employment date of April 1st. This puts his annual salary at \$28,766.40. All benefits will remain the same.

Motion McGuire, second Fitzgerald to adjourn at 11:09 PM.

Sonya Hesper
Finance Officer

Nancy Schoenfelder
Chairman

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